

STANDARD EDITION—REGULAR SERIES

# PROGRESSIVE COURSE IN HANDWRITING

6<sup>th</sup>

\_\_\_\_\_  
PUPIL'S NAME

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## TO THE PUPIL

You will have a great deal of writing to do in your school work and perhaps more when you leave school. It is important that you write legibly and easily at a fair rate of speed.

Not only in the writing class, but in your language, arithmetic, spelling, and other classes, follow the instructions for correct penholding and the correct writing position in order to secure an easy, rhythmic movement, and legible form. Study the letter forms and try to make each stroke correctly.

Compare your writing with the Measuring Scale. If it is below the standard for your grade, find your difficulties and work to overcome them.

All writing materials should be of good quality and should be kept clean. Do not dip the pen too deep into the ink. Use a penwiper after each lesson. Close your ink well when not in use.

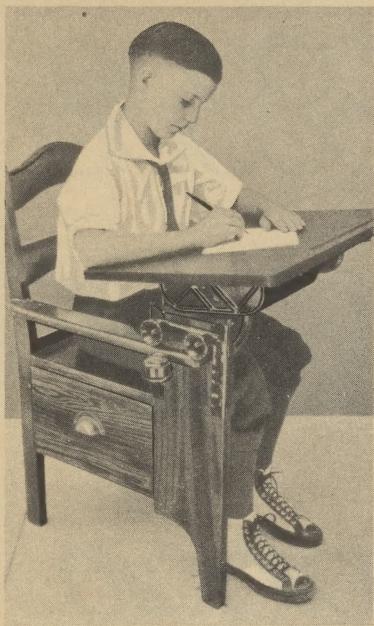
See position illustrations on opposite page and on the 3d page of cover.

(Pupils must not write on or mark any page of this textbook.)

### OBJECTIVES

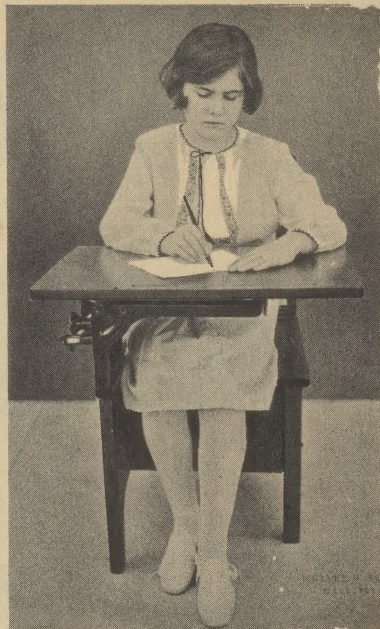
1. To write easily and legibly with the speed necessary to carry out the activities of the school. (See Measuring Scale for minimum Quality and Speed standards.)
2. To develop interest and pride in writing well in all writing situations and neatly arranging all written work.
3. To develop the ability to evaluate one's own handwriting and that of other members of the class by comparing writing specimens with the Measuring Scale.
4. To learn how to attack one's own writing difficulties.
5. To develop an appreciation of the relationship between correct, healthful position, rhythmic movement and good handwriting.



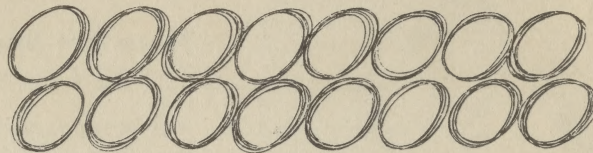
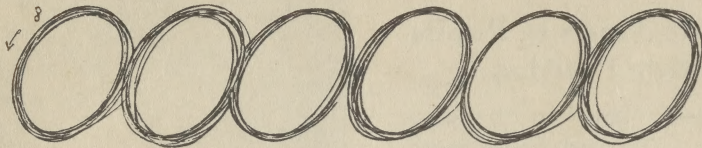


### Here Are Shown Two Views of Pupils in Correct Writing Position.

The pen is held loosely between the first two fingers and thumb. The first finger rests lightly on top of the pen about one inch from the point. The opposite end points toward the right shoulder. The pen crosses the side of the second finger near the root of the nail. The end of the thumb is opposite the last joint of the second finger. Of the right hand and arm, only the third and fourth fingers, and muscular part of forearm, touch the desk. The arms are in correct position; the body and head are fairly erect and on a line, and the feet are flat on the floor. (See third page of cover for hand and paper position.)



2



For introductory or remedial practice, if needed.

200



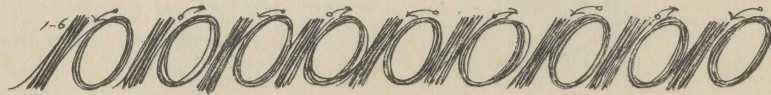
200



1-10



1-6







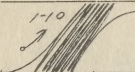
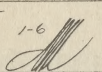
<sup>1-10</sup> *M M t t t t t t t t t t*


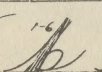
<sup>1-14</sup> *i i i i i i i i i i i i i i i i*


<sup>1-9</sup> *w w w w w w w w w w*

*utter truth test talent we write*

<sup>1-10</sup>  <sup>1-6</sup>  eeee eeee eeee eeee meet meet

<sup>1-10</sup>  <sup>1-6</sup>  dddd dddd dandy odd odd

<sup>1-10</sup>  <sup>1-6</sup>  pppp pppp applaud popular

<sup>1-8</sup>  P P P P P P P Prince and Pauper



The Pilgrims landed at Plymouth. P.

1-6  
b bb bbbb bbbb bulb balke bramble

<sup>6</sup>V<sup>6</sup>O B B B B B B B B B B B B B B B.

<sup>1-6</sup> r r r r r r arrest runner arrest

Study the letter, word, or line before you write it. Hold the pen lightly.

<sup>1-6</sup> N r r r r r r r ire terror murmur

<sup>1-6</sup> R R R R R R R R Red Cross

Clara Barton led the Red Cross. C.B.

<sup>1-6</sup> A aa aaaa aaaa admit audience

Write a short story about the work of the Red Cross. Keep margins uniform. Neatness is important.



<sup>1-10</sup> ~~a~~ <sup>1-6</sup> ~~a~~ a a a a a a Austin Austin

<sup>1-6</sup> ~~O~~ c c c c c c c c c c c o c o a c o c o a

<sup>1-6</sup> ~~O~~ c c c c c c c c c c c c c c c c c Colony Colony

Austin's Colony settled on the Brazos.

O o o o o o o o o o o o o o overcome.

O O O O O O O O O O Our Our Our

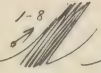

Our soldiers wear khaki uniforms. O


O E E E E E E E E E E E E E


Write legibly. One illegible letter means a misspelled word. Is your position correct?



Every effort brings reward. EEE.

<sup>1-8</sup>  <sup>1-6</sup>  lll llll lll lll legible legible

<sup>1-6</sup>  L L L L L Lady of the Lake.

<sup>1-8</sup>  ffff ffff ffff ffff feet flat effect

## SUPPLEMENTAL PRACTICE

O accurate

bargain

bicycle

rubber

conceit

conscience

riddle

decide

O excellent

energy

forfeit

fulfill

gauge

gingham

height

hither

inquire

inviting

jiffy

knuckle

kodak

illegal

locally

mirror



Ocommence

movement

cunning

nonsense

I prepare

purpose

quotation

quinine

Oarrive

reverse

sessions

summons

I thought

throttle

usual

umpire

Ovelvet

weevil

willow

express

exchange

yoke

yonder

drizzle

<sup>1-8</sup> F F F F F F F F Form Freedom

Feet flat on the floor, back straight. F

<sup>1-6</sup> T T T T T T T T Travels

<sup>1-6</sup> D D D D D D D D Dare Dare

Your quality and speed should equal or excel the standard for your grade.



Dare always to do right. D.D.D.

<sup>1-9</sup> s ssssss ssssss sessions

9 <sup>1-6</sup> gggg gggg gggg giving growing





<sup>1-6</sup> h hhhh hhhh hhhh hurrah hurrah

[illegible]

Have you read Gulliver's Travels? N

*k kkkk kkkk kkkk knock knack*

Note the similarity of the beginning strokes of *H*, *K*, *M*, *N*, and other capitals on pages 15 to 20.

<sup>1-6</sup>  
O K O K K K Khaki Khaki Khaki

<sup>1-6</sup>  
O <sup>1-9</sup> m m m m m m m m m m

made mammoth mammoth motto

<sup>1-8</sup> M M M M M M M M M M M M



Made in America, our trade motto.

<sup>1-6</sup> O n n n n n n n n n n n n n n n n

<sup>1-8</sup> <sup>1-6</sup> O N N N N N N N November Nov.

<sup>1-6</sup> O W W W W W W W W W Work Work

Work for smooth rapid writing. W W

<sup>1-6</sup> O O <sup>1-6</sup> X X X X X X x x x x x x x x extra

<sup>1-6</sup> O 2 2 2 2 2 2 <sup>1-6</sup> q q q q q q q q q q

<sup>1-6</sup> O O z z z z z z <sup>1-8</sup> y y y y y y y y y y



zigzag zigzag dizzy dizzy azure

<sup>1-9</sup> w vv vvvv vvvv vim vote veto

<sup>1-6</sup> O v v v v v v v v Vancouver

<sup>1-9</sup> y y yyy yyy ye yo oyster eye

<sup>1-2</sup>Y Y Y Y Y Y Y Y Y Y You You

You can rise by your own effort. You

U U U U U U U U U Use Use

Use only the best pen and ink. Use



## COMBINATIONS FOR SPECIAL PRACTICE

gh gh gh gh light night  
 fl fl fl fl flash fluff  
 zy zy zy zy lazy dizzy  
 ju ju ju ju juice jump  
 vi vi vi vi receive revive

## DRILL ON LETTERS OCCUPYING PARTS OF TWO SPACES

ff gg jj pp qq yy zz I Y Z

Correct spacing is an aid to control.

Work mind and muscle together. Work

Think Spacing, Form, and Movement.

Very important to keep wrist up.

## INVENTORS

<sup>1-6</sup>  
O Alexander G. Bell<sup>1-8</sup>  
Robert Fulton<sup>1-6</sup>  
O Cyrus H. McCormick<sup>1-6</sup>  
O Eli Whitney<sup>1-8</sup>  
Thomas A. Edison<sup>1-80</sup>  
G. Marconi<sup>1-8</sup>  
Samuel F. B. Morse<sup>1-6</sup>  
O James Watt.



## BODY WRITING

"Whatever is worth doing at all  
is worth doing well."

"Whenever a task is set for you  
Don't idly sit and view it,  
Nor be content to wish it done,  
Begin at once and do it."

Books are delightful friends.  
They give countless pleasures to  
boys and girls. With books we  
can travel far: we can climb the  
mountains and sail the seas.  
We should choose books carefully,  
as we choose our companions.

\$9.72                      Louisville, Ky., July 16, 1926  
Received of              Benj. F. McCullough  
Nine & 72/100 ~~~~~ Dollars  
In full of account.  
J. I. Simmons

Practice this and the following business forms, using local names. Neatness, correct margins, and spacing are important.



Kansas City, Mo., May 30, 1926.

Mr. H. O. Rightor, 1056 Broadway.

Bought of

Wilson & Sons

Terms: 30 days net

Athletic Goods

May 8		1 League Ball \$1.25	1 bat .60
		2 fielder's mitts	@ .75

Received Payment June 1, 1926

Wilson & Sons

per E. L. D.

No. 257

Date Aug. 4, 1926

To Geo. W. Brown

For - Bal. acct.

Forward \$189.48

Amt.

50.75

Balance 138.73

No. 257 New York, N.Y., Aug. 4, 1926

National City Bank  
of New York

Pay to the order of

Geo. W. Brown \$50.75

Fifty and 75/100 ~~~~ Dollars.

Roy L. Slaughter.

DEPOSITED WITH THE

*Austin National Bank*

AUSTIN, TEXAS, *Aug. 12, 1927*

BY

*J. T. Bowman*

	Dollars.	Cents.	Dollars.	Cents.
<i>Currency,</i>				
<i>Gold,</i>				
<i>Silver,</i>				
<i>Checks,</i>				
"				
"				
"				
"				
"				
"				
"				
"				
"				
<i>Money Orders</i>				
"				
"				
"				
"				
<i>Total,</i>				

*See that all Checks,  
Drafts and Money  
Orders are endorsed.*



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ABCDEFGHIJKLMNOPQRSTUVWXYZ & MR. MRS

abcdefghijklmnopqrstuvwxyz - 1234567890.  $\frac{7}{8}$   $\frac{9}{16}$   $\frac{3}{4}$   $\frac{1}{2}$   $\frac{3}{8}$   $\frac{2}{27}$

## FIGURE PRACTICE

161616161616161616161616161616161616

0909090909090909090909090909090909

141414141414141414141414141414141414

171717171717171717171717171717171717

333333333333333333333333333333333333

222222222222222222222222222222222222

$\frac{1}{2}$   $\frac{1}{3}$   $\frac{1}{4}$   $\frac{1}{5}$   $\frac{2}{3}$   $\frac{3}{8}$   $\frac{4}{9}$  5% @ @ @ ¢ ¢ ¢ \$\$\$



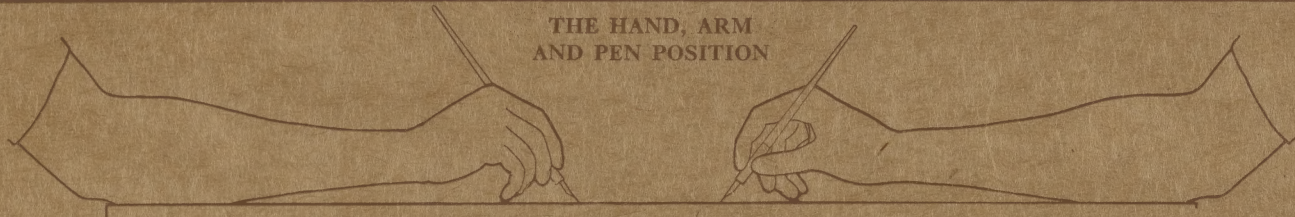
A B B C D E F G G H  
 I I J K L M N O P Q  
 R S S T T U V W X Y Z  
 a b c d e f g h i j k l m  
 n o p q r r s t u v w  
 1 2 3 4 5 x y z 6 7 8 9 0

Optional Letter Forms.

A B P R F F L T  
 H K M N U V W X Y Z



## THE HAND, ARM AND PEN POSITION

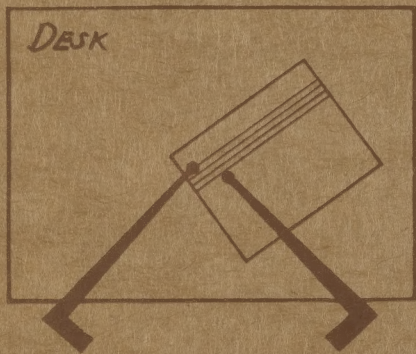


The hand should be in such position that the wrist is nearly flat-wise with, but not touching the desk. The hand should be slightly closed, allowing the third and fourth fingers to curve back naturally, and glide upon the desk, and thus serve in resting the hand. The first finger should rest on top of the pen-staff about an inch or an inch and a quarter from the point of the pen. The thumb should bend slightly, and touch the pen-staff opposite the second knuckle of the second finger. The pen-staff should touch the second finger near the root of the nail, and should point just below the right shoulder. The eyelet of the pen should be as nearly as possible below the middle of the first finger nail, in order to prevent writing with the side of the pen. Both nibs of the pen should touch the paper at the same time.

The large muscle in the forearm rests on the desk and serves the arm as a pivot or support for the gliding movement of the arm.

## PAPER POSITION

Place the paper as shown in the illustration. The lines on the paper should be parallel with a line from the upper right-hand corner to the lower left-hand corner of the desk. When you have written half-way across the page, move the paper three or four inches to the left with the left hand, in order to preserve the uniformity of the slant. (In the primary grades the paper should be moved to the left when a third the way across the page and again when two-thirds the way.)



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Name of Student

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